

This Notice Expires 31 December 1955

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PERSONNEL
1955

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SOCIAL SECURITY AND UNEMPLOYMENT COMPENSATION BENEFITS

SOCIAL SECURITY

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References: (1) Tentative [REDACTED] Section I: Social Security
(2) Part XIV, Confidential Funds Regulations

1. GENERAL

- a. The Social Security Amendments of 1954, effective on 1 January 1955, extended social security coverage to Federal employees hired by contract. Personnel having an "independent contractor" relationship to the Agency are not affected by the Amendments.
- b. During the past several months, discussions have been held between Social Security officials and Agency representatives in order to establish a secure program for administering the mandatory provisions of the Social Security Act. An agreement has been concluded for maintaining employee records within the Agency until after the separation of the employees concerned.
- c. The referenced regulation prescribes Agency policy, responsibilities and procedures (1) for determining which appointive and contract employees are subject to social security deductions, and (2) for maintaining their social security records within the Agency. This notice contains temporary procedures for identifying those employees who were employed by contract instrument prior to the effective date of the referenced regulation and who obtained social security coverage as a result of the Social Security Amendments of 1954.

2. PROCEDURES

- a. Operating Officials* are responsible for preparing and submitting to the Special Contracting Officer, Office of Personnel, a listing of personnel under their jurisdictions who were hired by covert

* Operating Officials include: Chiefs of Senior Staffs and Area Divisions under jurisdiction of the Deputy Director (Plans); Assistant Directors under jurisdiction of the Deputy Director (Intelligence); and Chiefs of Staffs, the Comptroller, the General Counsel, and Directors of Offices under jurisdiction of the Deputy Director (Support).

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contract and who appear to fall within the purview of the coverage as outlined in paragraph 4 of the referenced regulation.

- (1) The listing will include, in addition to contract employees, the names of contract personnel in other categories who appear to meet the criteria of an "employee" for the purpose of social security coverage.
 - (2) The listing shall be accompanied by contracts, or memorandums in lieu of contracts, executed for United States citizen employees hired overseas, together with a statement of the circumstances of their employment, unless such contracts have already been forwarded to the Special Contracting Officer.
- b. The Special Contracting Officer has circulated among the Operating Officials concerned a partial listing of employees potentially eligible for coverage. In order to effect the provisions of paragraph a, above, Operating Officials or their designees will supplement this listing of names, as appropriate, and will identify the names of all other contract personnel potentially eligible for coverage who were employed subsequent to the transmittal of the listing by the Special Contracting Officer but prior to the effective date of the referenced regulation.
 - c. The listings of personnel contracted with at headquarters will be transmitted to the Special Contracting Officer within two weeks from the date of the publication of this notice. Listings of United States citizen personnel employed overseas will be transmitted as soon as assembled, but not later than four weeks from the date of publication of this notice.
 - d. The Special Contracting Officer will review the listings and identify those contract personnel who are covered by the compulsory provisions of the Social Security Act.
 - e. The Special Contracting Officer will forward to the Office of the Comptroller the names of employees subject to social security deductions by the Agency.

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- f. The Office of the Comptroller will initiate and maintain a record of the wage earnings of each employee covered and the Office of the Comptroller and other payrolling offices will deduct, retroactive to 1 January 1955, 2 percent of the employee's compensation subject to social security.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. K. White
L. K. WHITE
Deputy Director
(Support)

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